

# **COMMUNITY PRESERVATION COMMITTEE**

## **Public Meeting Minutes**

**October 5, 2021**

**7:00 P.M.**

## **Virtual Public Hearing and Public Meeting**

Pursuant to notice duly filed with the Town Clerk's Office, Concord's Community Preservation Committee held a virtual public meeting on Tuesday, October 5, 2021 at 7:00 p.m. using the Zoom meeting platform. Meeting ID: 819 9348 0877 Password: 977797

Committee members Diane Proctor, Tom Kearns, Nancy Nelson, Paul Boehm, Peter Ward, Sarah Grimwood and Charles Phillips were present.

Others Present: Linda Escobedo, Anke Voss, Judy Walpole, Katheryn Rothermel, Roselyn Romberg, Michael Busack, Karlen Reed, Melissa Saalfeld, Bob Murray, Anita Tekle, Kitsy Rothermel, Nancy Fresellalee, Tom Bates, Peter Lee, Cyrus Gibson, Marcie Berkley,

The Chair called the meeting to order at 7:00 p.m. by a roll call vote.

### **Concord Oral History Preservation and Access Project**

Anke Voss, Curator of Special Collections at the Concord Free Public Library presented her application to the Committee. Ms. Voss provided a brief history of the library and the oral history program. Ms. Voss explained that the Concord Free public Library requests \$22,841.50 in CPA funding to digitize and transcribe a collection of almost 500 recordings of Concord Oral Histories; many of which are only available on audio cassettes.

Ms. Proctor asked if there were any other sources for funding. Ms. Voss stated that Phase I of the project included staff time to inventory the whole collection. Ms. Proctor asked how many oral histories have not been digitized. Ms. Voss stated that 341 out of 500 have yet to be digitized. She explained that the tapes are fragile and need to be assessed prior to being played. Ms. Proctor asked how people are chosen to be interviewed. Ms. Voss explained that the founder of the program Rene Garlick and David Little chose most of the early interviewees. Melissa Saalfeld, Chair of the Historical Commission explained that Robert Powell, the former library director and Chris Whelan, the former Town Manager chose most of the later interviewees. Ms. Saalfeld stated that they have recently undertaken interviewing employees of Emerson Hospital to document the COVID pandemic. Mr. Ward asked if there is a contingency built into the budget for the project and if they anticipate needing to request more funding. Ms. Voss stated that they have already developed the platform for Phase 3 and they will be able to do it in house using library staff. Dr. Grimwood asked if the budget takes into account the need to repair tapes in order to digitize. Ms. Voss stated that it does. Mr. Kearns suggested that the tapes are considered to be historic vessels, which creates eligibility for funding.

### **The Old Manse Exterior Preservation Project**

Bob Murray and Michael Busack from the Trustees of Reservations presented the proposed project to the Committee. Mr. Murray provided a brief history of the Old Manse and reviewed the Historic Structures Report and the guidelines for work on the site. Mr. Murray explained that

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the Trustees of Reservations is requesting \$38,500 in CPA funding to support the painting of the entire structure, reglazing of window sashes to protect from further moisture penetration, limited replacement of wood clapboards, and epoxy repairs to clapboards and rakeboards. He explained that they will also be cutting back vegetation around the building to reduce moisture.

Mr. Kearns indicated that CPA funds cannot be used for routine maintenance and asked the applicant to clarify that this isn't routine work. Mr. Murray explained that it was not routine maintenance. Ms. Nelson stated that she was relieved to see the depth of knowledge about historic structures and methods for preservation. Ms. Nelson asked why they are only proposing one coat of paint. Mr. Murray explained that they do not want to add too many layers, just a single protective coat. Mr. Kearns indicated that he is concerned about the contingency budget. Mr. Murray stated that the Trustees could step in with funding in the event of an emergency. Mr. Ward asked what the other sources of funding are for the project. Mr. Murray stated that the Trustees operating budget along with staff support are the other sources of funding.

Marcie Berkley spoke in support of the application.

### **110 Walden Street Preservation Project Phase 4**

Anita Tekle introduced the project, the history of their organizations CPA funding applications, and a summary of who the Concord Home for the Aged is. Tom Bates explained that The Concord Home for the Aged is requesting \$150,000 in CPA funding for Phase 4 of the 110 Walden Street Preservation Project (the historic Timothy Wheeler House). Phase 4 includes the implementation of several of the projects recommended in the Historic Structures Report including, repairing the siding and painting the exterior of the house; basement foundation repairs; granite stair alignment and repointing; asbestos removal; and fascia and column repairs on the front of the house.

Tom Kearns explained that John Cratsley forwarded his question to Tom to be read on his behalf. Mr. Kearns asked if they have contractors lined up, and a contingency budget. Mr. Bates answered yes to both questions. Mr. Kearns asked if there is a priority list for this work. Mr. Bates stated that securing the envelope of the building would be first, so siding repair and paint.

### **Wright Tavern Structural Repairs**

Roselyn Romberg presented the proposed project to the Committee, which requests \$260,000 towards the Wright Tavern Structural Repairs project. Ms. Romberg presented a background on the Wright Tavern taskforce, the initial project plan, and the proposed timeline. Ms. Romberg stated that the 2021 request was for planning, and that this 2022 request is for execution. Ms. Romberg reviewed the current priorities, and the funding and cost updates for the project.

Ms. Nelson stated that there were things listed as Phase I in the application that were not actually funded last year, and were not listed in the grant agreement. Ms. Nelson asked if any architect, historic architect or structural engineer begun their exploratory review of the building yet. Ms. Romberg indicated that they have toured the building and had meetings about the project. Ms. Romberg stated that drafting the preservation restriction has taken up a good amount of time. Mr. Kearns stated that they need some refinements to their application to clarify the scope. Mr.

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Phillips asked if there will be interior reconfigurations of the building in the future. Ms. Romberg stated that there will not be reconfigurations made to the first floor of the building, indicated that the ceilings need to be removed and replaced from the second floor, and that she doesn't know yet of changes to the third floor or the basement. Mr. Kearns referenced the December 7, 2020 letter which indicated that certain actions were critical at the time, yet they have not been addressed yet.

### **Other Business and Minutes**

Minutes: The Committee reviewed the draft minutes from the August 17<sup>th</sup>, September 21<sup>st</sup>, and September 25<sup>th</sup> meetings and site visits. Ms. Nelson moved to approve the three sets of minutes as amended and discussed. Mr. Ward seconded the motion and all other voted in favor.

Ms. Escobedo stated that she appreciated the attention to eligibility in the discussions.

Ms. Nelson stated that the Minute Man National Park has a new superintendent.

With no further discussion, Mr. Boehm moved to adjourn the meeting at 9:43 p.m. Mr. Kearns seconded and all others voted in favor.

Respectfully submitted,

Heather Gill  
Senior Planner

Minutes Approved on: \_\_\_\_\_ November 16, 2021

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Secretary